

SFY 2011-12 PATH RFA Summary of Changes

The following is a summary of changes and corresponding page numbers for the California Projects for assistance in Transition from Homelessness (PATH) SFY 2011-12 Request for Application (RFA).

Overview

The PATH 2011-12 RFA has been restructured. The first section (pages 4-24) includes the following information:

- Introduction
- Program Information
- Roles and Responsibilities
- Fiscal Information
- Reporting
- Fiscal Reporting Requirements

This reference section was created to help county contacts with access to basic information and requirements of the PATH Grant. If you have any questions or suggestions for future topics, please e-mail Ristyn Woolley State PATH Contact (SPC) at ristyn.woolley@dmh.ca.gov.

Application Submission

The application instructions (pages 25-Enclosure 17) contains information specific to the SFY 2011-12 RFA. Please note the following changes:

- Enclosures 1-7 must be submitted electronically no later than close of business on May 13, 2011 to Ristyn Woolley (SPC) at ristyn.woolley@dmh.ca.gov.
- Enclosures 1-4 must be submitted by mail with original signatures and post marked no later than May 13, 2011. To avoid any routing delays, all submission in the application package should be sent directly to:

Ristyn Woolley
State PATH Contact
State Level Program Unit
California Department of Mental Health
1600 Ninth Street, Room 150
Sacramento, California 95814

- County Intended Use Plan - A County Intended Use Plan is required by the county. Due to changes in the federal guidance, DMH has found a need to ask counties for specific information. In the past, only provider intended use plans were required. NOTE: Counties are only required to complete the County Intended Use Plan if the county subcontracts for services. Please see page 27 and Enclosure 5 for additional information.
- Provider Intended Use Plan - As in the past an Intended Use Plan is required for each organization providing PATH funded services. Changes

to the Provider Intended Use Plan includes the following: Please see pages 27-30 and Enclosure 6 for additional information.

- Maximum character limitations on the Intended Use Plan. Please note these are character limitations and not word limitations. Intended Use Plans should be prepared in such a way as to provide straightforward, concise information to satisfy the requirements of each question.
- Veteran Set-Aside Funding - Additional questions have been added to gather specific information as it pertains to Veteran specific activities. If a organization only receives Veteran Set-Aside Funding, and no base allocation funding, the organization should complete the entire Intended Use Plan.

Program Changes-

As a result of federal guidance, the following program changes have been implemented.

- Services - At a minimum organizations receiving Federal PATH Funds must provide outreach and case management. Additional PATH eligible services can also be provided as an addition to the required services. Please see pages 19-20 for additional information.
- Target Population - The PATH program will support the delivery of eligible services to persons who are homeless and have SMI and co-occurring substance use disorders, with an emphasis on:
 - adults;
 - persons who are literally homeless.
- Homeless Management Information System (HMIS) - Activities and strategies must be identified by both the county and provider to implement HMIS in 3-5 years. Additional information and training sessions will be scheduled to assist counties with this requirement. Please see page 13-14 for additional information.

Fiscal Changes

As a result of federal guidance, the following fiscal changes have been implemented:

- Renaming of Fiscal Documents - Fiscal Documents have been named to include Year End (YE) and Quarterly (QTR) distinctions:
 - MH1784-YE Grant Financial Status Report
 - MH1784-QTR Grant Financial Status Report
 - MH 1785-YE Grant Cash Transaction Report
 - MH 1785-QTR Grant Cash Transaction Report

- PATH MH 1779 Federal Grant Detailed Program Budget
 - This form is to be used for both base allocation funding and Veteran Set-Aside Funding. There is no longer the designation of a Veteran Program Budget. It is the responsibility of the county to designate this item on the form itself.
- Funding Restrictions and Administrative Expenses
 - No more than ten percent of Federal PATH funds received shall be expended for administrative expenses. The ten percent administrative expense cap includes both the county's and the subcontractor's administrative costs in aggregate.
 - This requirement has changed from the two percent to ten percent aggregate to assist counties with the implementation of HMIS, as well as to align with the Block Grant policies.
- Non-Grant Match/Share
 - In order to comply with SAMHSA's guidelines, DMH is now requiring counties to include their non-grant (match) share of expenditures on the MH 1784 ONLY, when submitting quarterly expenditure reports.

Additional Information

- A conference call question and answer session has been scheduled for
 - **Thursday April 28, 2011 from 9:00AM to 10:00AM**
 - **Monday May 2, 2011 from 9:00 AM to 10:00 AM**
 - The call in number for both calls is **1-877-841-9268**. The participant access code is **263091**.
- Conference and Training
 - Please note that the Homeless Resource Center will be providing a regional training August 1-2, 2011. This training will include PATH specific topics, and will be held in the Los Angeles area.
 - Additional information will be sent out via e-mail
 - Additional PATH specific training will be held in Northern California later in the year. More information is forth coming.